# Seasonal market trader application form

## Christmas trading period

Application deadline: 20 October 2025.

Trading period: 24 November to 24 December 2025.

## Section 1: Application details

Business or trading name:

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| --- |
|  |

Description of goods or services to be sold:

|  |
| --- |
|  |

## Section 2: Applicant information

|  |  |
| --- | --- |
| Title |  |
| Full Name |  |
| Trading Location |  |
| Mobile phone |  |
| Landline phone |  |
| Email |  |
| VAT number (if applicable) |  |

## Section 3: Proof of residence (for priority processing)

We’ll give priority to residents of Royal Greenwich when allocating huts.

|  |  |
| --- | --- |
| Do you live in Royal Greenwich? |  |
| Adress |  |
| Postcode |  |

## Section 4: Mandatory document checklist

You must provide the documents listed below. We will not process applications if documents are missing.

|  |  |  |
| --- | --- | --- |
| **Document** | **Notes** | **Provided****Enter Yes or No** |
| Proof of identity Passport or UK Photocard Driving Licence | Must be valid and in the applicant's name |  |
| Proof of address Utility bill, bank statement, Council Tax bill from the last 3 months | Must show the address provided in Section 3 |  |
| Public Liability Insurance Certificate | Minimum cover of £5 million required.Certificate must be valid for the entire trading period. |  |

## Section 5: Declaration and agreement

By signing this form, I:

* declare that the information provided in this application is true and accurate to the best of my knowledge
* understand that providing false information will result in immediate disqualification and/or termination of any trading licence granted
* acknowledge that submitting an application does not guarantee the allocation of a trading hut
* agree to abide by all Council market rules and regulations, including those regarding health and safety, waste disposal, and noise levels
* confirm that I will have adequate Public Liability Insurance (£5 million minimum) in place for the duration of the trading period

|  |  |
| --- | --- |
| Applicants signature: |  |
| Print name: |  |
| Date: |  |

Return your completed form:

* email christmashuts-streettrading@royalgreenwich.gov.uk
* post it to Markets and Street Trading, The Woolwich Centre, 35 Wellington Street, London, SE18 6HQ